



## Alabama Board of Licensure for Professional Geologists

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### MINUTES

Board Meeting  
January 17, 2019

A meeting of the Alabama Board of Licensure for Professional Geologists was held on Thursday, January 17, 2019, at the Board's office located at 2777 Zelda Road in Montgomery, Alabama. Board members in attendance were Mr. Steve Castleman (member), Mr. Billy Cooch (member), Mr. John Milledge (member), Mr. Troy Perry, Jr. (new member) and Mr. Richard Katz (new member). Board members not in attendance were Mr. Roger Chapman (member) and Dr. David Allison. Also in attendance were Mr. Keith Warren (Executive Secretary), Mr. Bill Garrett (Board Legal Counsel), Ms. Hope Childers (Board Administrator) and Ms. Renee' Reames (recorder of minutes). The meeting was called to order at 10:03 a.m. by Mr. Warren, to facilitate the election of board officers. A quorum of the board members was present to conduct business.

The regularly scheduled meeting was advertised to the public on the Board's website, ([www.algeobd.alabama.gov](http://www.algeobd.alabama.gov)), as well as the Secretary of State's website, ([www.sos.alabama.gov](http://www.sos.alabama.gov)), in accordance with the Alabama Open Meetings Act.

Mr. Warren administered the oath of office to new Board members, Mr. Richard Katz and Mr. Troy Perry. The new members were welcomed by the Board.

Mr. Warren reported that the election of Board officers was due. Mr. Milledge nominated Mr. Castleman as Board Chair. The nomination was seconded by Mr. Perry and, with no other nominations from the floor, the Board unanimously approved Mr. Castleman as Board Chair.

Mr. Cooch nominated Mr. Milledge as Board Vice Chair. The nomination was seconded by Mr. Castleman, and, with no additional nominations from the floor, the Board unanimously approved Mr. Milledge as Board Vice Chair.

Mr. Castleman nominated Mr. Cooch as Board Treasurer. The nomination was seconded by Mr. Milledge and, with no additional nominations from the floor, the Board unanimously approved Mr. Cooch as Board Treasurer.

Mr. Castleman, as Board Chairman, presided over the Board meeting. He presented the Board meeting minutes from the October 18, 2018 meeting for the Board's review and approval. A copy of the minutes was provided to the Board members prior to the meeting for their review. Mr. Milledge made a motion to approve the October minutes as presented. The motion was seconded by Mr. Cooch and unanimously approved by the Board.

Mr. Warren presented the Executive Secretary Report to the Board. Mr. Warren reported on the financial activities of the Board, as of December 31, 2018, to include a line item report of expenditures for the first quarter of FY 2019:

FY 2019 Financial Information:

1. Revenue	\$10,500.00
2. Expenditure Vouchers	\$15,920.52
3. Cash Balance	\$24,320.15

Mr. Warren reported on the number of licensees as of December 31, 2018, along with the Administrator's Report of activities performed by the staff since the last Board meeting. (copy of the Executive Secretary's report and Administrator's report are available for viewing in the Board's official Book of Minutes):

Number of Licensees:

1. Professional Geologists (PGs):	579
(comprised of 233 Alabama licensees and 346 out-of-state licensees)	
2. Licenses not renewed (July 2018 through December 2018)	18
3. Geologist-In-Training (GITs)	10
4. Retired	16
5. Temporary License (current)	0

Mr. Warren stated that former Board member, Mr. Jim Heller, had provided for the Board's review, a copy of the examination statistics. He reported that Mr. Heller had indicated an interest in continuing to provide this information to the Board and the Board agreed.

Mr. Perry made the motion to approve the financial report as presented. The motion was seconded by Mr. Milledge and unanimously approved by the Board.

Mr. Warren introduced Mr. Bill Garrett, Assistant Attorney General, serving as legal counsel to the Board.

Mr. Warren reported on the upcoming Board member training to be held March 1<sup>st</sup> in Montgomery by the Department of Examiners of Public Accounts and he encouraged the members to attend. Mr. Warren also explained about the state travel procedure and Board compensation.

Mr. Warren reported that the ASBOG Council of Examiners would be having its Spring meeting in April. He reported that Dr. Allison had attended the meeting in the past and asked that he be notified if other members were interest in attending this meeting.

Chairman Castleman reported that the Board would be requesting nominations for the 3<sup>rd</sup>

annual Neathery award for outstanding student from the three universities that have active geology departments. Mr. Warren reported that Dr. Allison, chairman of the award's committee, had asked Board Administration to send out the letters soliciting nominations to Administration. Chairman Castleman asked the Board members to contact the universities to encourage them to participate in the nomination program.

Chairman Castleman reported that the planning of the Eighth Annual CE program, scheduled April 16, 2019 at the Pelham Civic Complex in Pelham, was going well and that sponsors were involved in providing refreshments and lunch. The Board discussed the need for additional speakers and Mr. Warren reported that the announcement would be posted on the Board's website.

Mr. Warren reported that the bidding of Administrative Services Contract was due. He presented the bid specifications for the Board's review and approval. He reported that the current contract ended in October 2018. The Board made minor modifications to the bid specifications and Mr. Perry moved that the bid specifications be approved with the changes. The motion was seconded by Mr. Katz and unanimously approved by the Board. Mr. Warren reported that the bid specifications would be provided to the Board's legal counsel to forward to the Finance/Purchasing Department to release the bids. He explained that the bids would be available for Board review and approval prior to its next regularly scheduled meeting.

At the request of Chairman Castleman, Mr. Milledge and Mr. Cooch commented on their experience as Board members which were offered to benefit new members, Mr. Katz and Mr. Perry. Mr. Castleman reported on the Board-sponsored CE Program held annually and the involvement of past member, Mr. Richard Esposito, in planning the programs.

The Board members reviewed 8 applications for licensing comprised of 4 applications by examination and 4 reciprocal applications. Mr. Cooch made a motion to approve the 8 applications as presented. The motion was seconded by Mr. Perry and unanimously approved by the Board (a list of the approved applications is available for viewing in the Board's official Book of Minutes).

Chairman Castleman announced that the Board's next meeting was scheduled April 18, 2019. The Board discussed scheduling a meeting in February to approve the Administrative Services contract bids. Mr. Milledge made the motion for the Board to meet on February 19, 2019 at 1:00 p.m. to review bids and vote on the award of the Administrative Services Contract. The motion was seconded by Mr. Cooch and unanimously approved by the Board.

Mr. Milledge made the motion to cancel the April regular Board meeting and to poll the members about meeting on May 7<sup>th</sup> or May 9<sup>th</sup>. The motion was seconded by Mr. Cooch and unanimously approved by the Board.

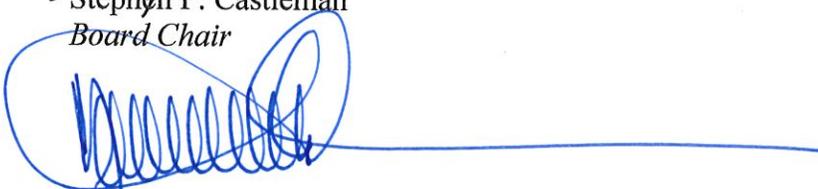
Mr. Milledge made the motion to approve an interim contract with Warren & Company to cover the period between the last contract and the award of a new Administrative Services Contract. The motion was seconded by Mr. Cooch and unanimously approved by the Board.

There being no further business of the Board, Chairman Castleman adjourned the meeting at 11:58 a.m.

Respectfully Submitted,



Stephen P. Castleman  
*Board Chair*



Keith E. Warren  
*Executive Secretary*

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